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8 May 1972

MEMORANDUM FOR THE RECORD

SUBJECT: Computer Security Subcommittee Meeting

1. A meeting of the Computer Security Subcommittee was held on May 5, 1972 at GA-13 from 0930 to 1215 hours to work on the Procedures for Sanitization of Magnetic Storage Media paper. In attendance were the following:

[redacted] STAT

Capt. Frederick R. Tucker, Air Force
Mr. Thomas A. Eccleston, Army
[redacted] STAT
Mr. Robert B. Cameron, Navy
[redacted] STAT

2. The attendees agreed on changes to the first 9 paragraphs, which are included in an attachment to this memorandum.

3. Several questions that were not resolved at the meeting are the following:

a. What is the purpose of Attachment 1? Should it be used only in case full sanitization cannot be accomplished? Should it be used to assess risk? If so, why?

b. In what form will this paper be released? Between DCID and guidelines? Is it binding on members?

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c. What is the purpose of this paper? Precise wording on release of media?

4. Other problem areas that were discussed briefly and will be discussed in more detail at the next meeting include:

a. Magnetic tapes -- how efficacy of procedures will be verified (for all media) - Navy comments on Attachment 2.

b. Magnetic Drums, Disks -- Technical rationale for 3 to 30 overwrites - clear, concise sentence about setting ultimate 1's and 0's in each bit location (also in magnetic core section).

c. Magnetic Core -- does overwrite program need to be declassified? Is there a lower limit on number of overwrites?

d. Thin film and plated wire -- Is it satisfactory to leave unclassified data in a plated wire for 61 hours for sanitization?

[redacted] STAT

Att

Distribution:
Original: IPB File: CIA Coordination - Procedures for Sanitization, etc.
1: IPB Chrono
OS/PhySD/IPB: [redacted] (9 May 72) STAT

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ATTACHMENT

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DRAFT

8 May 1972

PROCEDURES FOR SANITIZATION OF MAGNETIC STORAGE MEDIA

Purpose

1. To establish policy guidance and uniform procedures for sanitization and declassification of magnetic media used to store classified intelligence data, including sensitive compartmented information.* To provide factors for consideration in evaluating the degree of risk associated with release of such media when full sanitization cannot be accomplished.

General

2. Due to the physical properties and retentive capabilities of magnetic media and devices (e.g., cores, drums, discs, tapes) used to store, record, or manipulate classified data in a computer system, special precautions must be taken to safeguard possible residual classified information until adequate sanitization procedures described below can be executed.

*The term "Sensitive Compartmented Information" in this paper is used as defined in Director of Central Intelligence Directives No. 1/14 and No. 1/16.

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Applicability

3. The procedures outlined in this paper are equally applicable within the USIB Community, and to contractor and non-USIB government use of magnetic storage media, where such media are used to store classified intelligence information, including sensitive compartmented information.

Exclusions

4. Nothing in this Directive shall supersede or augment the requirements on the control, use, and dissemination of Restricted Data or Formerly Restricted Data made by or under existing Statutes, Directives and Presidential Policy. Specifically the policy and procedures outlined in this paper are not applicable to computer storage media used for Restricted Data or to storage media on which COMSEC keying material has ever been recorded.

5. These procedures are applicable to magnetic storage devices only, and do not extend to non-magnetic storage devices such as storage tubes or semiconductor memories. Moreover, these procedures may not be effective for use with magnetic storage devices (including tapes) which are likely to be introduced in the

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in the future and which might well use magnetic materials whose retentivity properties could resist current techniques. When these devices are encountered or where there is uncertainty, technical advice should be obtained before attempting to sanitize by these procedures.

Policy

6. Magnetic storage media will be safeguarded in the manner prescribed for the highest classified, most restricted category of information ever recorded thereon until destruction of the media or until execution of the sanitization procedures contained herein.

7. The temporary or outright release or redeployment of magnetic storage devices should be anticipated. Following execution of the procedures outlined below and in each case with the specific approval of the appropriate responsible authority, magnetic storage media may be handled as unclassified and redeployed as necessary. Prior to such redeployment, appropriate procedures should be implemented to ensure that measures are taken to verify the efficacy of the sanitization procedures in each case.

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8. A record showing the disposition of the device or equipment should be maintained for a period of two (2) years.

Exceptions

9. Magnetic storage devices which display malfunctions prohibiting the application of the procedures below will be handled on a case by case basis considering the factors outlined in Attachment 1. In addition it is recognized that individual cases may arise where the sensitivity of the data contained on the storage device may suggest more stringent measures than outlined in these procedures. Moreover, in unique situations, full implementation of the minimum requirements set forth below may significantly impair mission effectiveness. In such cases USIB members are authorized to grant a temporary exemption of the requirements of this paper.

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